

Columbus Indiana

RISK MANAGEMENT

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Risk Management

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Office Open 8:00a.m. to 5:00p.m. Monday thru Friday

Meeting Minutes - September 13, 2000

In Attendance: Larry Stone, Gene Roberts, Mike Keogh, Jim Gilpin, Rick Caldwell, Brad Latimer, and John Thompson

Absent: John Wampler

Guests: None

Paula Constant took the minutes.
Paula Constant took Roll Call.

Review of last month's minutes.

Each of the members of the committee were given the following handouts: Good Nutrition, TopHealth, 7 Minute Safety Talk, Integrating Safety, Ask the Experts (Driver Safety), Driven to Distraction, American Heart Walk, and safety baseball cap

Rick Caldwell announced the Health Fair held August 28th and 29th was well attended. There were 35 vendors and approximately 160 people went through. Rick would like to have more participants next year, including the police department and the safety committee.

Rick announced that flu shots would not be available this year until October or possibly early in November due to the shortage. West Group, who gave the shots last year, is committed to saving 100 for city employees. Rick is working with PromptMed to set some aside for city employees.

Rick Caldwell gave an update on the Greater Columbus Safety Council. They will be offering an OSHA 30 hour class on Oct. 10 -13 at the Tech Center, the charge is \$250.00 for members and \$350.00 for non-members.

Rick expressed a concern over the auto insurance losses. The insurance company is seeing a trend and we need to take measures to lower accidents. One of the ways is to documents employees' files, following procedures outlined in the Personnel Manual. A discussion was held concerning having mandatory defensive driving classes held by the Police Dept. Brad Latimer will check into the possibility of these classes. Rick Caldwell mentioned that Aon will be conducting MVR checks on employees.

Larry Atwood, from St. Paul Insurance, will be meeting with department directors to do Risk Analysis in October. Mr. Atwood asked the Mr. Caldwell read the following: "A preventable collision is one in which the driver failed to do everything reasonable to avoid it."

Rick announced that Norm Eavey, Columbus Regional Hospital, will conduct a class on "Office Ergonomics" at the Meeting Hall in City Hall on October 11th at 1:00 p.m.

Department representatives gave reports:

Brad Latimer	No Report
Dave Allmon	No Report
John Thompson	No Report
Larry Stone	No Report
Bud Corson	his department is having difficulty with Lab One. The lab results are not getting to the doctors. Rick Caldwell will discuss with Dunn & Associates.

Mike Keogh	reported that the Park Dept. is establishing a new safety committee that will meet monthly
Jim Gilpin	asked about annual training on sexual harassment, drug abuse and bloodborne pathogens. Rick told him whom to contact concerning setting up these classes.
Gene Roberts	No Report

Rick Caldwell will be attending the Red Cross CPR class being held 9/13/00.

Next meeting will be held October 12, 2000.

Meeting adjourned.

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